

Completion of Program

Following the successful completion of the phlebotomy program, a graduation ceremony is held for graduating students. Graduates are presented with a Certificate of Completion and a school pin.

Criteria for Dismissal

The following actions may cause a student to be dismissed from the phlebotomy program:

- Failure to meet minimum grade requirements for practicals and/or written exams
- Unexcused absences or excessive tardies
- Failure to work well with laboratory and/or hospital personnel
- Any breach of confidentiality and/or failure to adhere to laboratory and/or hospital policies and procedures.
- Failure to make up absences

Appeal of Dismissal

An appeal may be made by the student to the Phlebotomy Program Director if they feel that the dismissal was unfair or prejudiced. The appeal must be submitted in writing. The student and program director will present the appeal to the Appeals Committee. The appeal will be reviewed by the committee and a decision reached. Written records of the appeals and decisions are kept on file permanently.

Contact Us

Rapides Regional Medical Center
School of Phlebotomy
211 Fourth Street
Alexandria, LA 71301
318.769.3177

Accreditation

RRMC's School of Phlebotomy is approved by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

NAACLS
5600 N. River Road
Suite 720
Rosemont IL 60018-5119
847.939.3597

Rapides Regional Medical Center

began in 1903 as a small, two-story wooden building with just 20 beds and six physicians. It has since grown into a 320-bed, state-of-the-art medical facility with more than 200 physicians from 30 medical specialties. With a continued emphasis on progressive care, Rapides Regional Medical Center has grown to meet the continually changing needs of our patients and the rapidly advancing technology of modern healthcare.

Rapides Regional Medical Center does not discriminate against any person on the basis of age, gender, disability, race, color, ancestry, citizenship, religion, pregnancy, sexual orientation, gender identity, national origin, medical condition, marital status, or veteran status.

Rapides Regional Medical Center School of Phlebotomy



www.rapidesregional.com

What is a phlebotomist?

A phlebotomist is a healthcare professional who collects blood from patients for laboratory analysis.

Where can I work as a phlebotomist?

Many phlebotomists are employed in hospitals. However, there are many other employment opportunities available to trained phlebotomists, including: clinical laboratories, physicians' offices, urgent care clinics, nursing homes, and blood donor centers.

What will I learn as a phlebotomy student?

Our Phlebotomy Program is a 12-week course that involves clinical and classroom instruction. All clinical and classroom experiences are designed to prepare graduates to successfully pass the ASCP certification exam and to meet NAACLS competencies for an approved phlebotomy program.

In addition to phlebotomy classes, students will complete a BLS course and become CPR certified during the program. Students will be required to rotate all clinical shifts (day, evening, and night) during the program.

All classroom and clinical training is conducted at RRMCMC. There is no college credit awarded for classroom learning completed in this program. A certificate of completion will be awarded upon the

successful completion of the program. This certificate is not dependent on the graduate passing any certification exam.

How do I apply?

Applications are accepted throughout the year. Application deadlines are:

- November 15 for the January class
- March 15 for the April class
- July 15 for the August class

Applications can be downloaded at:
www.rapidesregional.com

Requests for application packets can be made by calling Rapides Regional Laboratory, at 318.769.3177 or emailing the Phlebotomy Program Director at:
Elizabeth.Duck2@hcahealthcare.com

Completed applications can be delivered to the Laboratory at Rapides Regional Medical Center (1st Floor) or can be mailed to the following:

Rapides Regional Medical Center
ATTN: School of Phlebotomy
211 Fourth Street
Alexandria LA 71301

Candidate interviews are determined after all complete applications are reviewed and scored. All applicants will be notified by phone or mail of their application status after applications are reviewed. Applicants not selected for the class can request that his/her application be held for consideration in the next class.

What is the cost?

There is no tuition required to attend the phlebotomy program. The School of Phlebotomy is financially supported by Rapides Regional Medical Center.

The student is responsible for purchasing their textbook and scrubs, including a white lab jacket.

Upon completion of the program, graduating students are eligible to apply for a national certification exam through the American College of Clinical Pathology (ASCP). The cost for this exam is \$135 (non-refundable) and is the responsibility of the student.

